

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 428-8713

Fax: (540) 347-5753

NOTICE OF CONTRACT AWARD

1. DATE: August 28, 2006
2. COMMODITY NAME: Employee Benefits & Communications Consulting Services
3. CONTRACT NUMBER: 86-06smc
4. SUPERCEDES: N/A
5. CONTRACT PERIOD: August 28, 2006 through August 27, 2007
6. RENEWAL OPTIONS: Five (5) one-year renewals
7. FIRM: Wachovia Insurance Services
FCG&PS VN: 642717 9020 Stony Point Pkwy Suite 200
FIN# 56-1882208 Richmond, VA 23235
PH (804) 267-3175 FX (804) 330-1386
8. TERMS: Net 45 days
9. FOR FURTHER INFORMATION CONTACT: Susan R. Monaco, CPPB
PH (540) 428-8713

NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

By: _____
Susan R. Monaco, CPPB
Procurement Manager

INSTRUCTIONS

1. Orders: All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 428-8717 or 8720.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a “Not to exceed” estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Firm use.
3. Inspection of services performed and approval of Firm’s invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Firm. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. Renewals: As stated on the face of this notice, five (5) one-year renewals are on this contract. Renewal notification will be issued by the Contract Officer, with input requested from the using departments, approximately ninety (90) days in advance of the expiration date of the current term.
6. Price Adjustments: Changes to contract prices will be negotiated only at the time of renewal. All price increases must be approved by the Contract Officer. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

Employee Benefits and Communications Consulting Services RFP # 86-06sm

FEE SCHEDULE (Please submit under separate cover)

	FY07	Optional Years				
		FY08	FY09	FY10	FY11	FY12
		(FY = Fiscal Year July 1 - June 30)				
Development of RFP & Selection of Vendor for Health Insurance Program	\$ 26,500	N/A	N/A	N/A	N/A	N/A
Revised RFP Fee (medical & RX)	\$ 23,000					
County & Schools:						
Annual Consulting Services	\$ 58,000	\$ 60,000	\$ 62,000	\$ 64,200	\$ 66,400	\$ 68,700
Revised Fee	\$ 54,500	\$ 56,400	\$ 58,400	\$ 60,400	\$ 62,500	\$ 64,700
Option 1 (excludes RFP Scope 3.2.3.4 through 3.2.3.7 & 3.2.3.9 through 3.2.3.10)	\$ 47,000	\$ 48,600	\$ 50,300	\$ 52,100	\$ 54,000	\$ 55,800
Option 2 (excludes RFP Scope 3.2.3.4 through 3.2.3.7 & 3.2.3.9 through 3.2.3.12)*	\$ 41,000	\$ 42,400	\$ 43,900	\$ 45,500	\$ 47,000	\$ 48,700
<i>* Note: Review of all items in 3.2.3 is included as part of the Annual Consulting Services Option 2 fee, but Design, Implementation and Administration of new/existing programs is included only for Medical, Dental, Vision, and Pharmacy Carve Out Programs.</i> <i>Addition to 3.2.16: "Additional projects/services shall be quoted to the Owner on a per-project basis as a not-to-exceed fee, or at contract hourly rates for services, whichever method is in the Owner's best interest."</i>						
Hourly Rates for Additional Services						
Principal	\$ 250	\$ 250	\$ 250	\$ 260	\$ 270	\$ 280
Manager	\$ 195	\$ 195	\$ 195	\$ 200	\$ 210	\$ 215
Staff	\$ 100-150	\$ 100-150	\$ 100-150	\$ 100-155	\$ 100-160	\$ 100-165

Revised August 21, 2006 *Note added after 8/28/06 final negotiation meeting